



**OFFICE OF THE CONTROLLER OF EXAMINATIONS**  
**KAKATIYA UNIVERSITY**  
**Vidyaranyapuri, WARANGAL – 506 009 (T.S.)**

No. 2612 /E9/KU/2017

21-12-2017

**NOTIFICATION**

It is hereby notified that the Examinations (Regular, Ex & Improvement) of **M.C.A I-Year, I-Semester** to be held in the month of **January,2018**. The following are the last dates for payment of examination fee and submission of **on line application and manual application forms**. Fee

**Particulars**

Particulars	Fee Amount in ₹
For all Papers	930=00
Up to two papers	500=00
Improvement (Each paper)	300=00

**Payment of Examination Fee: Dates for preparation of consolidated DDs by the Principals:**

Particulars	Last date for payment of exam fee	Last date for consolidated payment of fee by the Principals (through DD)	Last date for submission of application forms along with nominal roll and DD to the COE
without late fee	02-01-2018	03-01-2018	04-01-2018
with a late fee of ₹ 250/-	08-01-2018	09-01-2018	10-01-2018

Further, it may please be noted that **APPLICATION FORMS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES AFTER 10- 01- 2018**. For late submission of application forms, a penalty of Rs. 2,000/- per day will be charged against the colleges. The detailed Time-Table will be notified in due course.

**Instructions to the Candidates:**

- 1) The Candidates have to submit a xerox copy of the memo of marks of qualifying examination along with their application forms.
- 2) *The Candidates should confirm their eligibility as per the norms before remittance of examination fee. Fee once remitted will not be refunded or adjusted under any circumstances.*
- 3) *Late fee Rs.1, 000/- will be imposed for according late permission to the Candidates after the due date. No application will be entertained after the commencement of exams.*
- 4) The appearance in the examinations by the candidates will be subject to eligibility and promotion norms. They will forego the results of the Exams appeared in deviation of norms.

The Principals of the colleges concerned are requested to adhere to the following:

- 1) Ascertain the eligibility of the Candidates before sending NRs Forward the applications of only eligible candidates. If any deviation found, College will be penalized @ Rs. 5,000/- per each deviation as per the norms.
- 2) The demand draft(s) shall be drawn in favour of the “Registrar, KU Examinations Account” payable at the State Bank of India, K.U. Branch (Code No.262), Warangal.
- 3) To submit the following along with the Nominal Rolls of the Candidates:
  - a) Application Forms
  - b) No Dues certificate from the Dean College Development Council and Academic Audit for every exam and from Academic Section for the I Year or I Semester Exams of Any course , KU
  - c) Required fee in D.Ds.
  - d) 3 Sets of N Rs with a soft copy & paper wise statistics in the Following format
  - e) Internal Examination Marks should be uploaded through KU online, and submit hard copy.
  - f) Practical examination schedule (in batches) along with the nominal roll should be submitted in time without fail.

**ADDL. CONTROLLER OF EXAMINATIONS**

**CONTROLLER OF EXAMINATIONS**

**Copy to:**

- 1) The Dean, Faculty of Arts/Commerce/Science/Social Sciences, KU.
- 2) All the Heads of Departments, KU.
- 3) All the Chairpersons, Board of Studies, KU.
- 4) The Director, S.D.L.C.E., KU.
- 5) The Dean Academic Affairs, KU.
- 6) The Director, Publication Cell, KU. With a request to issue ICR forms for the I Year students
- 7) The Finance Officer, KU.
- 8) The Accounts & Audit Section, Examination Branch, KU
- 9) The Joint Registrar (Academic/Administration), KU.
- 10) The Manager, State Bank of Hyderabad, KU/SBH, Subedari, Hanamkonda.
- 11) The Secretary to Vice-Chancellor, KU.
- 12) The P.A. to Registrar, KU.
- 13) All the Sections of Examinations Branch, KU.